

CITY OF MCMINNVILLE
MINUTES OF DINNER MEETING of the McMinnville City Council
Held in the Conference Room at the Civic Hall on Gormley Plaza
McMinnville, Oregon

Tuesday, August 27, 2013, at 6:00 p.m.

Presiding: Rick Olson, Mayor

Recording: Rose A. Lorenzen, Recording Secretary

Councilors:	<u>Present</u>	<u>Absent</u>
	Scott Hill	Kevin Jeffries (excused)
	Kellie Menke	Paul May (un-excused)
	Alan Ruden	
	Larry Yoder	

Also present were City Manager Kent L. Taylor, City Attorney Candace A. Haines, Community Development Director Mike Bisset, and a member of the news media, Nicole Montesano of the *News Register*.

DINNER

CALL TO ORDER: Mayor Olson called the meeting to order at 6:30 p.m. and welcomed all in attendance.

REQUEST BY CHURCH ON THE HILL FOR AN OUTDOOR NOISE PERMIT: City Manager Taylor advised that for the third or fourth year in a row, the Church on the Hill was requesting a noise permit to allow them to hold an outdoor church service. He explained that because of the church's higher altitude location above the City, sound does carry and that there had been complaints in the past regarding the noise. Complaints have come especially from their neighbors at Hillside Retirement Community.

Discussion ensued regarding various other events that create noise, such as the downtown brown bag concerts and the outdoor concerts at Linfield College. City Manager Taylor stated that the Church on the Hill staff had generated a letter advising of the permit request and the staff at Hillside had advised that they would distribute the letter to each of their residents.

TRANSPORTATION SYSTEM DEVELOPMENT CHARGE (SDC) UPDATE: Community Development Director Bisset stated that this step was following the statutory requirements necessary that will lead to a December 2013 public hearing regarding the SDC update. He advised that it will be necessary for the Council and the public to understand the choices that are available. Mayor Olson stated that it would be very valuable for the Council to have a work session sometime in October on the matter. Discussion ensued regarding potential projects that could be funded through the SDC fees. Projects must add capacity to deal with growth to be eligible for SDC funding. He further explained that once the funding list and methodology is in place, the budgeting for the various projects would occur.

RESOLUTION - AUTHORIZING THE CITY MANAGER TO EXECUTE AN INTERGOVERNMENTAL AGREEMENT WITH THE OREGON DEPARTMENT OF AVIATION: Community Development Director Bisset explained that this resolution related to summer pavement maintenance and crack sealing at the Airport. He noted that it was a State

of Oregon managed bid with no local cost for the City. He stated that this type of project has been done for several years.

ADJOURNMENT: Mayor Olson adjourned the Dinner Meeting at 6:55 p.m.

Rose A. Lorenzen, Recording Secretary

CITY OF McMinnville
MINUTES OF REGULAR MEETING of the McMinnville City Council
Held at the Civic Hall on Gormley Plaza
McMinnville, Oregon

Tuesday, August 27, 2013, at 7:00 p.m.

Presiding: Rick Olson, Mayor

Recording: Rose A. Lorenzen, Recording Secretary

Councilors:	<u>Present</u>	<u>Absent</u>
	Scott Hill	Kevin Jeffries (excused)
	Kellie Menke	Paul May (un-excused)
	Alan Ruden	
	Larry Yoder	

Also present were City Manager Kent L. Taylor, City Attorney Candace A. Haines, Community Development Director Mike Bisset, and a member of the news media, Nicole Montesano of the *News Register*.

AGENDA ITEM

CALL TO ORDER: Mayor Olson called the meeting to order at 7:00 p.m. and welcomed those in attendance.

PLEDGE OF ALLEGIANCE: Councilor Hill led in the recitation of the Pledge of Allegiance.

CONSIDER MINUTES: Councilor Menke MOVED to approve the minutes of the June 25, July 9, and July 23, 2013 Dinner and Regular Meetings as submitted; SECONDED by Councilor Yoder. Motion PASSED unanimously.

I INVITATION TO CITIZENS FOR PUBLIC COMMENT: Mayor Emeritus Ed Gormley addressed the Council and gave a brief update on the recent activities of the Waste Management - Riverbend Landfill "Dream It. Do It." Stewardship Committee. He advised that the Committee had reviewed the proposals received and had narrowed the list of project possibilities to four. He outlined each of the proposed projects and

stated that he would return at a future time to give additional information.

II

NEW BUSINESS

II-A

REQUEST BY CHURCH ON THE HILL FOR AN OUTDOOR NOISE PERMIT: City Attorney Haines advised that Church on the Hill Pastor Jerry Moen and Business Administrator Jeff Cox were in the audience to answer any of the Council's questions regarding their request for a noise permit for the annual outdoor service event they hold. She noted that because of complaints received from last year's event, the Church has reduced the times during which amplification will occur and they have also reduced the decibel level. She noted that the City had received written complaints from one Hillside Retirement resident and it was included in their packets.

Jeff Cox, 542 NW 22nd Street, addressed the Council and stated that this event would be a continuation of a practice the Church has had in the past. He noted that they have tried to address the complaints received and they feel that this is something that is fairly non-invasive and that it happens just once yearly. He confirmed that the amplified sound would be a total of approximately 1.5 hours - a sound check on Saturday and then for the service on Sunday.

Following a brief discussion, Councilor Hill MOVED to grant the Church's request for a noise permit; SECONDED by Councilor Ruden. Motion PASSED unanimously.

II

OLD BUSINESS

II-A

TRANSPORTATION SYSTEM DEVELOPMENT CHARGE (SDC) UPDATE: Community Development Director Bisset advised that the City's Transportation Consultant, Andy Mortensen, was unable to attend this meeting, and that he would walk the Council through a brief PowerPoint presentation and would answer Council questions as best he could. He urged the Council to gather in a work session setting with Mr. Mortensen.

Mr. Bisset presented the PowerPoint slides and explained that SDCs are governed by state statute and are assessed on new development at the time permits are issued. The fees are based on the project's impact on the City's infrastructure. The fees are assessed to help pay for the cost of growth. The methodology for the Transportation SDCs is based on the needs included in the 1994 Transportation Master Plan and the new Transportation System Plan (TSP) adopted in 2010 recommended that the Transportation SDCs be updated.

The TSP includes three basic elements: 1) update the Transportation SDC eligible project list; 2) update the Transportation SDC methodology; and 3) set the new Transportation SDC rate. He explained that project

eligibility will be based on the TSP Capital Improvement Plan. Staff took the methodology testing and refinement, along with the formula and rate comparison to the Transportation Advisory Committee in 2011. He also noted that the Transportation SDC methodology used in 1995 was antiquated and no longer matches current suggested practice and that staff also took the methodology and project list recommendations to the Transportation Advisory Committee. The Committee concurred with staff and consultant recommendations. Following discussion, it was determined that staff should wait to move forward on the matter until the economy was somewhat improved.

Mr. Bisset reviewed the work done by staff leading up to the review. He noted that they had studied the impacts of growth and how to best accommodate the growth through adoption of a set of projects needed for the system to function at an adequate level. He advised that there are \$34 million of listed projects.

Mr. Bisset presented a slide show that compared the City's SDC rates with the SDC rates used by surrounding communities. He noted that the City's SDC level is quite low in comparison to these communities. The appropriate level of SDC rate structure will be a policy decision. He showed examples of what a 32 percent increase would be; what the mid-point between base option and full recovery option would be; and the rate for full recovery. He cautioned that most communities do not use the full recovery rate.

Following Mr. Bisset's presentation, Council consensus was to propose a work session for the end of October or the first of November. Additionally, staff was directed to set a public hearing for December 10, 2013 at 7:00 p.m.

IV

RESOLUTION

IV-A

AUTHORIZING THE CITY MANAGER TO EXECUTE AN INTERGOVERNMENTAL AGREEMENT WITH THE OREGON DEPARTMENT OF AVIATION: Community Development Director Bisset referred to Engineering Manager Spofford's memorandum in the Council packets and stated that the state bundles pavement maintenance work from a number of airports and then requests a bid for the bundled work. The state funds 75 percent of the project and the Federal Aviation Administration covers the 25 percent match. He explained that there are tight deadlines to be followed because the work will need to be completed by the end of September. He stated that staff recommended approval of the resolution. He noted that the final resolution reflected one small change - the City's share of \$13,711.53 should read \$13,711.88.

Councilor Ruden MOVED to adopt Resolution No. 2013-23 authorizing the City Manager to execute an Intergovernmental Agreement with the Oregon Department of

Aviation; SECONDED by Councilor Menke. Motion PASSED
unanimously.

V ADVICE / INFORMATION ITEMS:

V-A REPORTS FROM COUNCILORS ON COMMITTEE AND BOARD ASSIGNMENTS:
Each of the City Councilors gave a brief report.

V-B DEPARTMENT HEAD REPORTS: Each department head present gave
a brief report.

VI ADJOURNMENT: Mayor Olson adjourned the meeting at 7:45
p.m.

Rose A. Lorenzen, Recording Secretary